



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: January 18, 2017

SUBJECT: JEFFERSON COUNTY Meetings – Week of January 23, 2017

| | | | |
|---------------------------------------|--|------------|---|
| January 23, 2017 Monday | Human Resources Committee | 8:30 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson |
| January 24, 2017 Tuesday | Nutrition Project Council | 2:00 p.m. | Workforce Development 874 Collins, Rm 103, Jefferson |
| January 25, 2017 Wednesday | Administration and Rules Committee | 8:30 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson |
| | Economic Development Consortium | 8:30 a.m. | UW Extension 864 Collins, Rm 12, Jefferson |
| | Criminal Justice Collaborating Council (CJCC) | 12:00 p.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson |
| | Traffic Safety Committee | 1:00 p.m. | Highway Committee Room 1425 Wisconsin Dr, Jefferson |
| January 26, 2017 Thursday | No Scheduled County Meetings | | |
| January 27, 2017 Friday | Law Enforcement and Emergency Management Committee | 8:30 a.m. | Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson |
| January 28, 2017 Saturday | No Scheduled County Meetings | | |
| January 29, 2017 Sunday | No Scheduled County Meetings | | |

**Agenda - Human Resources Committee
Jefferson County Courthouse
311 S Center Ave, Room 112
Jefferson, WI 53549**

Monday, January 23, 2017 @ 8:30 a.m.

Committee Members: James Braughler, Greg David, Jim Mode, Michael Wineke, Lloyd Zastrow

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approval December 20, 2016 minutes
7. Communications
8. Set the 2017-2018 Human Resources Committee meeting schedule
9. Review and discussion of Personnel Ordinance HR0210, Amendment and Maintenance of the Classification Process, specifically regarding the reclassification processes
10. Discussion and possible action to recommend the reclassification of the Administrative Services Division Manager position at Human Services
11. Discussion and possible action to recommend the reclassification of the Medical Office Assistant at Human Services
12. Update on and review of Task Force assignments
 - a. Analysis of overtime and sick time utilization
 - b. Professional Development training
 - c. Recruitment and Retention
 - d. Succession Planning
13. Review of November, 2016 Monthly Financial Report for Human Resources and Safety
14. Report from Human Resources Director:
 - a. November and December, 2016, monthly accomplishments and goals
 - b. Vacant position requests
 - c. Emergency Help requests
 - d. Leave of Absence approvals
 - e. Employees provided additional steps or benefits
 - f. Summary of compensatory time, vacation, holiday, and random hour carryovers
15. Set next meeting date and agenda items
16. Adjournment

Next scheduled meeting: Tuesday, February 21, 2017 at 8:30 a.m.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Nutrition Project Council Agenda
Jefferson County
Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI

Date: January 24, 2017

Time: 2:00 p.m.

Committee Members: Karen Anfang, Carol Ellingson, Janet Gerbig, Roxy Granzow, Barb Natrop, Rita Kannenberg

1. Call to order
2. Roll call (establish of a quorum)
3. Certification of compliance with Opening Meetings Law
4. Approval of the agenda
5. Approval of Nutrition Project Council minutes: July 26, 2016 and October 25, 2016
6. Communication
7. Public Comment (Members who wish to address the committee on specific agenda items must register their request at this time)
8. Discuss Contest "Name our Program" suggestions from sites
9. Discuss and Review 2016 Home Delivered Meals and Congregate Site Survey Results
10. Roundtable discussion regarding current and future services provided by Senior Dining, included updates, issues and concerns regarding various meal sites
11. Adjourn

Next scheduled meetings: Tuesday, April 25, 2017

Tuesday, July 25, 2017

Tuesday, October 24, 2017

Following the Meeting: Training Presentation - Civil Rights – Donna Hollinger, JCHS

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AGENDA

Administration & Rules Committee

**Jefferson County Courthouse
311 S. Center Avenue
Jefferson, WI 53549**

Wednesday, January 25, 2017, Room 112, 8:30 a.m.

Committee Members

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the November 30, 2016 Committee meeting minutes
7. Approval of the December 13, 2016 County Board meeting minutes
8. Discussion and possible action on Ordinance "Repealing the Historic Sites Preservation Commission & Program Ordinance and Creating the Historic Sites Preservation Council Ordinance"
9. Discussion and possible action on Ordinance "Amending the Board of Supervisors Rules of Order to Remove Historic Sites Preservation Commission and add Historic Sites Preservation Council"
10. Communications
11. Update on Strategic Plan RFP Schedule
12. Discussion and possible action on Agreement with Dodge County for Economic Development
13. Update on filling District 24 vacancy
14. Discussion and possible action on Task Force assignments – County Board Committee and work flow process (Braughler, Nass, Frank)
15. Status report on Task Force action plan
16. Financial Reports (November)
 - a. Clerk of Courts
 - b. Corporation Counsel
 - c. County Administrator
 - d. County Board
 - e. County Clerk
 - f. Register of Deeds
17. County Administrator's monthly report
18. Discussion and possible action on tentative future meeting schedule and agenda items. (February 22nd)
All meetings in Room 112 at 8:30 a.m. unless noted
19. Adjourn

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Wednesday, January 25, 2017– 8:30 am
864 Collins Road, Room 12, Jefferson, WI
53549

JCEDC BOARD AGENDA

Board Members

Chairman: John David – City of Watertown

Steve Wilke – City of Lake Mills, Matt Trebatoski – City of Fort Atkinson, Timothy Freitag – City of Jefferson, Mo Hansen – City of Waterloo, Pat Cannon – City of Whitewater, Veronica Rudychev – Village of Cambridge, Kyle Ellefson - Village of Johnson Creek, Jim Mode – County Supervisor, Timothy Smith – County Supervisor, Augie Tietz – County Supervisor

- I. Call to Order**
- II. Roll Call (Establish a quorum)**
- III. Certification of Compliance with Open Meeting Laws**
- IV. Approval of January 25, 2017 Agenda**
- V. Approval of Minutes – December 8, 2016 *#**
- VI. Public Comment - *Members of the Public who wish to address the JCEDC on specific agenda items must register their request at this time.***
- VII. JCEDC Reports**
 - A. Finance Report – November 2016 Final*#**
- VIII. General Orders**
 - A. External Committee Reports**
 - 1. Wisconsin River Rail Transit Commission**
 - B. Appointment of new members to Jefferson County Revolving Loan Fund Loan Review Committee. *#**
 - C. Discussion and possible action on the Revolving Loan Fund Manual and Lending Guidelines for Jefferson County #**
 - D. Campaign update:**
 - 1. Discussion/possible action regarding contract between Convergent and Jefferson County for execution of Capital Campaign**
 - E. Discussion/possible action regarding proposed agreement between Jefferson County and Dodge County Contract for economic development services**
 - F. Directors Report**
- IX. New Business**
 - A. Future Agenda Items**
 - B. Upcoming Meetings/Seminars**
 - Ms. Pratt speaking at Breakfast Meeting at MBU 2/15/17**
- X. Adjournment**

*** Indicates a vote will be taken. # Indicates a document is enclosed.**

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AGENDA
JEFFERSON COUNTY
CRIMINAL JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**
311 S. Center Avenue
Jefferson, WI 53549

Committee Members

Randy Koschnick
Circuit Court Judge

Jim Schroeder
County Board Chair

Susan Happ
District Attorney

Paul Milbrath
County Sheriff

Carla Robinson
Clerk of Courts

John David
Mayor – City of Watertown

Jeffrey De La Rosa
Public Defender's Office

Brian Dykstra
Department of Corrections

Ben Wehmeier
County Administrator

Kathi Cauley
Human Services Director

J. Blair Ward
Corporation Counsel

Lynn Forseth
Literacy Council Executive Director

Dale Lutz
Lieutenant - Jefferson Police Dept.

Barbara LeDuc
President/CEO-Opportunities, Inc.

Michael Wallace
President/CEO-Fort Healthcare

Wednesday, January 25th, 2017 at 12:00 noon

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from December 7, 2016 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. New Business
 - a) Discussion and possible action related to 2017 DOJ grant application to include review of diversion programs and treatment court options
 - b) Discussion and possible action on stepping up initiatives
7. Routine Reports
 - a) Update on monthly jail data
 - b) Update on JCATC outcomes (WCS Representative)
 - 1) Incentives to increase number of participants (De La Rosa)
 - c) Update on SCRAM and Remote Breath
8. Updates on coordination with Recidivism Council and other agencies.
9. Discussion on heroin/opiates/meth.
10. Agency updates.
11. Future meeting dates:

| | |
|-------------------|------------|
| February 22, 2017 | 12:00 noon |
| March 22, 2017 | 12:00 noon |
12. Future agenda items.
13. Adjourn.

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Jefferson County Traffic Safety Commission
Jefferson County Highway Department
Committee Room
1425 Wisconsin Drive
Jefferson, WI 53549
Meeting Agenda
January 25, 2017
1:00 P.M.

Committee Members: Delzer – Chair, Jenswold, Mayer, Milbrath, Cooper, Kern, Kutz, Hinzmann, Foster, Neidner

1. Call meeting to Order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Approval of the October 19, 2016 meeting minutes
6. Communications
7. Public Comment
8. Old Business
9. New Business
 - Speed reduction on CTH N (CTH B – CTH A)
 - Speed reduction on CTH Q (CTH B – CTH A)
10. Traffic Accident Spot Map – Jefferson County Sheriff's Department
11. WisDOT – Southwest Region, Madison – Traffic Section
12. WisDOT-Bureau of Transportation Safety - Transportation Safety Report & Highway Safety Input
13. Wisconsin State Patrol – Report
14. Jefferson County Highway Department – Report
15. Village/City Police Department- Reports
16. Date of next meeting (1:00 pm April 19, 2017)
17. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 24 hours prior to the meeting so appropriate arrangements can be made.

Jefferson County
Law Enforcement/Emergency Management Committee
Courthouse, Room 112 / 311 S Center Avenue/ Jefferson WI 53549

Friday, January 27, 2017 @ 8:30 A.M.

COMMITTEE MEMBERS: Dwayne Morris (Chair), Kirk Lund, Ed Morse, Michael Wineke and Dick Schultz

1. Call to Order
2. Roll Call (establish a quorum)
3. Certification of Compliance with the Open Meetings Law
4. Review the Agenda
5. Public comment – Members of the public who wish to address the committee on specific agenda items must register their request at this time.
6. Approval of Minutes from the December 16, 2016 Meeting
7. Review Emergency Management Budget
8. Discussion on Off-Site Plans 2017 Plan of Work – 1st Half
 - a. Lakeland Cold Storage (Update) – Lake Mills – Sulfuric Acid, Max Daily Amount Reported 4,998 lbs. – Visit completed, plan update in progress
 - b. Was-Pak (Update) – Watertown – Anhydrous Ammonia, Max Daily Amount Reported 7,584 lbs – Sulfuric Acid (Batteries), Max Daily Amount Reported 19,200 lbs. – Sulfuric Acid 93% (Wastewater Treatment), Max Daily Amount Reported 23,000 lbs. – Visit completed, plan update in progress
 - c. Generac Power Systems (Update) – Whitewater – Sulfuric Acid(Batteries), Max Daily Amount Reported 44,159 lbs. – Sulfuric Acid 30% (Wastewater Treatment), Max Daily Amount Reported 31,311 lbs. – Currently in communication with facility to schedule the visit
 - d. Whitewater Cogeneration Facility (Update) – Whitewater – Sulfuric Acid, Max Daily Amount Reported 54,000 lbs. – Visit scheduled for 01/23/17
 - e. Generac (New) – Collins Rd Jefferson – Sulfuric Acid, Max Daily Amount Reported 4,856 lbs. – Visit completed, plan update in progress
 - f. Schiller Grounds Care Inc. (Update) – Johnson Creek – Sulfuric Acid, Max Daily Amount Reported 4,375 lbs. – Visit to be scheduled this month
9. Discussion on November 2016 – January 2017 Activities
 - a. Family Preparedness – Hispanic Resource Fair
 - b. SE Regional Monthly Meetings
 - c. Rapid Notify Mass Alert System Demonstrations
 - d. LEAN presentation
 - e. South Central HealthCare Coalition meetings
 - f. SE Region Statewide Communication Interoperability Plans (SCIP) Implementation Council
 - g. Courthouse Securities and Facilities Committee meeting
 - h. NWS Winter Weather Outlook Meeting
 - i. Community Gathering/Greater Watertown Community Health Foundation
 - j. Police Chief's and Sheriff Association meetings
 - k. Fire Chief's Association meetings
 - l. Department Head meetings
 - m. Cyber Power Outage workshop
 - n. Jefferson County Family Assistance Center
 - o. Child Abduction Response Team
 - p. Plan of Work
 - q. Property Acquisitions Blackhawk Island Road (5)
 - r. WISE – Wisconsin Safe Energy Alliance (Enbridge Energy)

15. Correspondence

16. Date and Time of Next Meeting – Friday, February 24, 2017 at 8:30 a.m.

17. Adjourn

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